

July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 UMBC Closed	4 UMBC Closed 	5 Time Entry PR01 closes at 10:00 AM Submit Paperwork for PR 03 Time entry correction forms due for PR 01	6 Submit Paperwork for PR 03	7 Submit Paperwork for PR 03	8 PR 01 Ends
9 PR 02 Starts 07/09/17- 07/22/17	10 Submit Paperwork for PR 03	11 Submit Paperwork for PR 03	12 Submit Paperwork for PR 03	13 Submit Paperwork for PR 03	14 Submit Paperwork for PR 03 PR 01 Paycheck Issued	15
16	17 Time Entry Opens for PR 02 Submit Paperwork for PR 03	18 Time Entry Closes for PR 02 at 5pm Adjustment forms PR 02 and final paperwork due for PR 03 by 4:30pm	19 Submit Paperwork for PR 04 Time entry correction forms due for PR 02	20 Submit Paperwork for PR 04	21 Submit Paperwork for PR 04	22 PR 02 Ends
23 PR 03 Starts 07/23/17- 08/05/17	24 Submit Paperwork for PR 04	25 Submit Paperwork for PR 04	26 Submit Paperwork for PR 04	27 Submit Paperwork for PR 04	28 Submit Paperwork for PR 04 PR 02 Paycheck Issued	29
30	31 Time Entry Opens for PR 03 Submit Paperwork for PR 04					

August 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Time Entry Closes for PR 03 at 5pm Adjustment forms PR 03 and final paperwork due for PR 04 by 4:30pm	2 Submit Paperwork for PR 05 Time entry correction forms due for PR 03	3 Submit Paperwork for PR 05	4 Submit Paperwork for PR 05	5 PR 03 Ends
6 PR 04 Starts 08/06/17-08/19/17	7 Submit Paperwork for PR 05	8 Submit Paperwork for PR 05	9 Submit Paperwork for PR 05	10 Submit Paperwork for PR 05	11 Submit Paperwork for PR 05 PR 03 Paycheck Issued	12
13	14 Time Entry Opens for PR 04 Submit Paperwork for PR 05	15 Time Entry Closes for PR 04 at 5pm Adjustment forms PR 04 and final paperwork due for PR 05 by 4:30pm	16 Submit Paperwork for PR 06 Time entry correction forms due for PR 04	17 Submit Paperwork for PR 06	18 Submit Paperwork for PR 06	19 PR 04 Ends
20 PR 05 Starts 08/20/17-09/02/17	21 Submit Paperwork for PR 06	22 Submit Paperwork for PR 06	23 Submit Paperwork for PR 06	24 Submit Paperwork for PR 06	25 Submit Paperwork for PR 06 PR 04 Paycheck Issued	26
27	28 Time Entry opens for PR 05 - One Day Adjustment forms for PR 05 and final paperwork due for PR 06 by 4:30pm	29 Submit Paperwork for PR 07 Time entry correction forms due for PR 05	30 Submit Paperwork for PR 07	31 Submit Paperwork for PR 07		

September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Submit Paperwork for PR 07	2 PR 05 Ends
3 PR 06 Starts 09/03/17- 09/16/17	4 UMBC Closed Labor Day 	5 Submit Paperwork for PR 07	6 Submit Paperwork for PR 07	7 Submit Paperwork for PR 07	8 Submit Paperwork for PR 07 PR 05 Paycheck Issued	9
10	11 Time Entry Opens for PR 06 Submit Paperwork for PR 07	12 Time Entry Closes for PR 06 at 5pm Adjustment forms PR 06 and final paperwork due for PR 07 by 4:30pm	13 Submit Paperwork for PR 08 Time entry correction forms due for PR 06	14 Submit Paperwork for PR 08	15 Submit Paperwork for PR 08	16 PR 06 Ends
17 PR 07 Starts 09/17/17- 09/30/17	18 Submit Paperwork for PR 08	19 Submit Paperwork for PR 08	20 Submit Paperwork for PR 08	21 Submit Paperwork for PR 08	22 Submit Paperwork for PR 08 PR 06 Paycheck Issued	23
24	25 Time Entry Opens for PR 07 Submit Paperwork for PR 08	26 Time Entry Closes for PR 07 at 5pm Adjustment forms PR 07 and final paperwork due for PR 08 by 4:30pm	27 Submit Paperwork for PR 09 Time entry correction forms due for PR 07	28 Submit Paperwork for PR 09	29 Submit Paperwork for PR 09	30 PR 07 Ends

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 PR 08 Starts 10/01/17- 10/14/17	2 Submit Paperwork for PR 09	3 Submit Paperwork for PR 09	4 Submit Paperwork for PR 09	5 Submit Paperwork for PR 09	6 Submit Paperwork for PR 09 PR 07 Paycheck Issued- no health deductions	7
8	9 Time Entry Opens for PR 08 Submit Paperwork for PR 09	10 Time Entry Closes for PR 08 at 5pm Adjustment forms PR 08 and final paperwork due for PR 09 by 4:30pm	11 Submit Paperwork for PR 10 Time entry correction forms due for PR 08	12 Submit Paperwork for PR 10	13 Submit Paperwork for PR 10	14 PR 08 Ends
15 PR 09 Starts 10/15/17- 10/28/17	16 Submit Paperwork for PR 10	17 Submit Paperwork for PR 10	18 Submit Paperwork for PR 10	19 Submit Paperwork for PR 10	20 Submit Paperwork for PR 10 PR 08 Paycheck Issued	21
22	23 Time Entry Opens for PR 09 Submit Paperwork for PR 10	24 Time Entry Closes for PR 09 at 5pm Adjustment forms PR 09 and final paperwork due for PR 10 by 4:30pm	25 Submit Paperwork for PR 11 Time entry correction forms due for PR 09	26 Submit Paperwork for PR 11	27 Submit Paperwork for PR 11	28 PR 09 Ends
29 PR 10 Starts 10/29/17- 11/11/17	30 Submit Paperwork for PR 11 Happy Halloween 	31 Submit Paperwork for PR 11				